

# Mercer County Board of Health Mercer County Health Department



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## **Required items for a Mobile Food Permit:**

- SF-5 Application.
- Signed and dated Limited HACCP Plan
- Completed SF 35, Plan Review (be as thorough as possible)
- Pay Permit Fee

<b>Current Fee</b>	<b><u>Approved Fee Change:</u> <u>Effective July 1<sup>st</sup>, 2022</u></b>
<b>Seating</b>	<b>Seating</b>
0-20: \$100.00	0-20: \$125.00
21-50: \$200.00	21-50: \$250.00
51-80: \$ 300.00	51-80: \$ 375.00
>80: \$400.00	>80: \$ 500.00
Liquor Permit: \$100.00	Liquor Permit: \$ 125.00

- A copy of a water/sewer bill (or Water Station Permit/Septic permit) as proof of Approved Water/Sewer.
- Copy of WV Business License.
- A set of blueprints (floor plan).
- Approval by Fire Marshal (Menu depending).
- Review of Plan and inspection by Sanitarian.

Do not worry if plans, menus, or other things change. We will work with you to get everything squared away for the permit.

If you have any questions, please do not hesitate to ask us.

Sincerely,

Matt Bragg  
Lead Sanitarian